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| <h1>EXPENSE<br/>VOUCHER</h1> |
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1. All expenses are subject to approval by KVC officers/board of directors.
2. Receipts or invoices may be emailed or sent by regular mail, **along with this voucher**.
3. Fill out the information requested below. Adobe Acrobat Reader is required.  
<https://get.adobe.com/reader/>
4. Email or phone requests without a completed voucher will not be considered.
5. Return this form along with receipts or invoices to the treasurer:

**John Buttermore**  
**115 Sassafras Rd.**  
**Slippery Rock, PA 16057**  
**Treasurer@KeystoneVizslaClub.org**  
**724 421 5532**

Remit Payment to: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Description of Purchase/Expense: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Approved by: \_\_\_\_\_

(if payable to 3rd party vendor)